

Missouri Department of Transportation
Patrick McKenna, Director

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ADDENDUM 002
Relocation Services
RFP 6-160918LK

Offerors should acknowledge receipt of Addendum 002 (TWO) by **signing** and **including it** with the original proposal. In addendum 001, the due date for receipt of bids was extended to September 22, 2016, 2:00 PM Local Time. The following changes shall be included as mandatory requirements for this solicitation. All other terms and conditions remain unchanged and in full force.

Name and Title of Signer (Print or type)	Name and Title of Department Authority Leann Kottwitz Senior General Services Specialist
Contractor/Offeror Signature _____ (Signature of person authorized to sign)	Department of Transportation Leann Kottwitz <i>Leann Kottwitz</i>
Date Signed:	Date Signed: August 26, 2016

Question: In Exhibit E Section II (1) b., What is the Inventory fee?

Response: Inventory fee is no longer a relevant term and thus for purposes of this RFP has no bearing and should have been omitted from the RFP. The intent is to have typical expenses / costs that might be incurred and charged to MoDOT for an inventoried home to be listed Is the 120 day period only if the home is still in inventory at that time? This question is no longer relevant per response to previous question.

Question: What if the inventory home closes after 30 days, do we still wait until day 120?

Response: This question is no longer relevant per response to previous question.

Question: Because transferee's have the right to refuse working with the TPA how many per year get relocation benefits, but refuse to work with a TPA?

Response: It's not a refusal but rather a choice the employee has of either using the TPA/BVO process or using the non – TPA/BVP process.

Question: How many MoDOT non-homeowners/renters worked with the TPA over the past three years?

Response: None because currently we do not refer non-homesellers or renters to the TPA. They are currently handled/administrated internally. In 2014 there were zero renters and zero non home sellers. In 2015 there were (2) – renters and (1) – non- home seller. In 2016 to date there have been 3 – renters and 1 – non- home seller.

Question: If there were no non-homeowners/renters was it because there were none or did they all opt out of not working with the TPA?

Response: Neither. See answer to #3 above. However, with this RFP it is being considered as an option should a potential bidder want to inclusively bid for all services (including non - home sellers and renters).

Question: Will we need to provide the registration with the Secretary of State and the Transient Employer Certificate as part of the RFP or is that to be presented at time we are awarded the business?

Response: It is not required to submit with the RFP response but if awarded then it will need to be sent in with the contract.

Question: Should Exhibit G and H be signed and notarized as part of the RFP or is that just an example of what we will need to have signed and notarized at the time we are awarded the business?

Response: It is not required to submit with the RFP response but if awarded then it will need to be sent in with the contract.